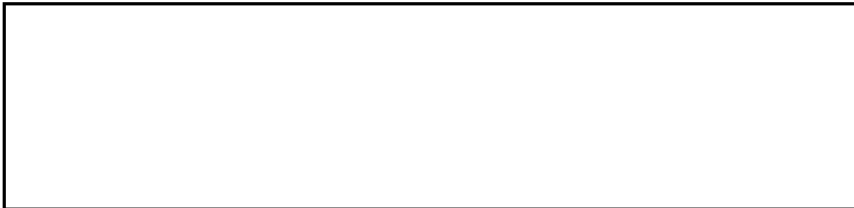


IAS STAFF MEETING MINUTES

1 February 1974

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1. [] presented [] with a certificate and a check for \$50 for his suggestion on punched tapes used in comparators.

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2. [] reported on his meetings this week with the Inter-Directorate Production Group.

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3. Phase II decompartmentation will begin in about 30 days.

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4. [] reported on the visit by Messrs. Howard Stoertz, [] Mr. Stoertz is leaving for [] on 12 February.

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5. [] reported on this week's Executive Council Meetings:

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a. The NIO for the Middle East has pulled together a two-day Middle East analyst seminar at ISO for offices dealing with various aspects of the Middle East problem as well as support element. The dates of the seminar will be from 13-14 February. [] will attend and give a briefing on the IAS contribution to Middle East intelligence production.

b. Mr. Proctor mentioned that MAGID met this week with the DCI and discussed the reductions in force for FY 75. Harold Brownman has been given the action on this to develop an Employee Bulletin.

c. The issue on CIA tapes came up for discussion. There will be an Employee Bulletin coming out on Monday on this subject.

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d. [] will temporarily replace [] on the DDI Executive Staff while the latter attends a three-week Advanced Management Course.

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e. There will be some additional budget cuts for FY 74 and 75. These are minor in nature but will reduce or cut out flexibility within the offices. Office Directors are asked to keep an eye on controllables such as travel, personnel services, etc.

6. The DDO Advanced Operations Course visited IAS this week.

7. [] will be leaving Monday for a one-year rotational tour in OWI.

8. Twenty new light tables have been ordered. It will take approximately 60 days to get the contract for procurement.

9. [] is the IAS tax representative and any questions concerning taxes should be directed to him.

RBC: el